

3-24-1954

## Board of Trustees Minutes, March 24, 1954

Eastern Washington College of Education

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MINUTES OF MEETING OF BOARD OF TRUSTEES  
Eastern Washington College of Education  
President's Office, Cheney  
Wednesday, 2:00 p.m., March 24, 1954

The Board of Trustees convened in the president's office on the campus of the college at 2:00 p.m., Wednesday, March 24, 1954. The following were present: J. Harold Anderson, chairman; Mrs. Frank Laughbon and Charles A. Gonser, members; W. W. Force, secretary; and Dr. Raymond M. Mosher, president of the college.

MINUTES

The minutes of the meeting of the Board of Trustees on February 23, 1954, were read and approved.

RESIGNATIONS

The following resignations were accepted, effective as of the date indicated.

Marylin Bauer, clerk, print shop, as of March 12  
Harold Dickerson, janitor, as of March 17  
Joan Powers, secretary, deans' office, as of  
March 15  
Ruth Ellis, assistant professor, Division of  
Education, as of March, 1954

NEW APPOINTMENTS

The following appointments were approved at the salaries and dates indicated:

Delores Semprimoznik, clerk, print shop, at  
\$160 per month as of April 1, 1954 (to be  
on half-time from March 8 to April 1)  
Joan Thornal, secretary, deans' office, on  
three-fourths time at base pay of \$160  
per month, as of March 17  
Robert Sorweide, janitor, at \$200 per month as of  
March 1

Summer Session

Mrs. Mildred Robeck, 1st and 2nd grades, College  
Elementary School, at \$600 for seven weeks  
Mrs. Ruth McRoberts, 5th and 6th grades, College  
Elementary School, at \$750 for seven weeks

#### CONTINUANCE ON STAFF AFTER RETIREMENT AGE

The Board approved continuance on the staff for the academic year 1954-55 of Mrs. Louise Anderson (born March 18, 1886) as associate professor of home economics, and Miss Cecil Dryden (born August 6, 1887) as associate professor of history.

#### INCREASES IN SALARY

Increases in salary to meet the minimum wage law requirements were approved for the following:

Phyllis Lytle, clerk, registry office, from \$160 to \$175 as of April 1  
Kathryn Thompson, assistant cashier, from \$160 to \$175 as of April 1  
Janet Sloan (on three-fourths time), secretary, ROTC offices, from base pay of \$160 to \$175 as of April 1

#### MEDICAL AND SURGICAL CHARGES FOR MRS. LARSEN

It was moved and seconded that the comptroller of the college be authorized and directed to settle the matter of medical and surgical charges for Mrs. Cora Larsen, a dining hall employee who was injured in a fall while on duty, in accordance with arrangements made with the attorney general, provided that full release of responsibility by the college be made as directed. Motion carried.

#### BUSINESS INTERRUPTION INSURANCE

It was reported that the business interruption insurance was continued for the dining hall and residence halls in accordance with the provisions of the building bond issue of 1949.

#### LOCAL IMPROVEMENT DISTRICT

The Board directed that a member of the staff of Eastern Washington College of Education, to be designated by the comptroller, be instructed to compile data concerning the local improvement district and its relationship to the college for a report to the Board.

#### TRANSFER OF BOOKSTORE FUNDS

It was moved and seconded that the Bookstore funds be transferred from the account known as "local cash fund" to the account known as "Associated Student Body Fund," because the fund is now under the administration of the Bookstore Board of Control and was formerly under the administration of the business office.



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#### APPROVAL OF CHANGE ORDER

The change order for Showalter Hall with respect to the completion of the new chemistry laboratory in Showalter Hall was approved to the extent of \$3269, plus sales tax, for expenditure from minor capital outlay appropriation. The list of changes is on the attached sheet.

#### ADMISSION OF STUDENTS WHO HAVE FLUNKED AT OTHER SCHOOLS

The Board approved the policy of requiring a transfer student to present a transcript from the school last attended showing that he is in good standing and can return to that institution, before he will be admitted to Eastern Washington College of Education, this policy to become effective in the fall of 1954.

#### SECRETARY OF ALUMNI ASSOCIATION

The Board approved the appointment of Ramond M. Giles, who has been acting alumni secretary, as secretary of the Alumni Association.

#### TRAVEL REQUESTS

The Board approved the following travel requests with the usual limitation of one-half transportation and no per diem:

Esther Gingrich and Robert L. Hanrahan, to attend the meeting of the Pacific Arts Association in San Francisco, April 12-15.

Edgar I. Stewart to attend the Conference on Northwest History to be held in Helena, Montana, May 7-9

Orland B. Killin to attend the National Industrial Arts Conference in Los Angeles March 25-27.

#### ISLE MEMORIAL ROSE GARDEN

The Board approved the plan presented for the location of the Isle Memorial Rose Garden in the space southwest of the Union Building and the sketch Number One, drawn by Mr. Storlie.

#### DECREASE IN TRAILER RENTAL

The Board approved a decrease of ten dollars from \$35 to \$25 for rental of double trailers, effective with the fall quarter of 1954.



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#### SCHOLARSHIPS

The Board approved the establishment of a \$70 scholarship for the summer music camp, to be paid for from extension tuition funds, and gave Dr. Mosher authority to decide on the granting of complete scholarships to foreign students.

#### ADJOURNED

The meeting adjourned at 3:55 p.m., with the executive session of the next meeting set for Saturday, March 27, at 7:00 p.m., in the Cascadian Hotel, Wenatchee, and the open session at 1:00 p.m., March 28, at the same place.

#### RECONVENED

The Board reconvened at 1:00 p.m., March 28, at the Cascadian Hotel, Wenatchee, with the same persons present.

#### INCREASE IN PER DIEM ALLOWANCES

The Board approved the increase of the per diem expenses from \$7.00 per day to not in excess of \$9.00 per day for travel within the state, and from \$9.00 to \$11.00 per day for travel outside the state, for those who are required to travel in the discharge of their official college duties and not to include attendance at conventions or professional meetings, effective at once.

#### CALLING OF BIDS

The Board approved the following items for the calling of bids:

Complete outside renovation of Showalter Hall, including

- a-Pointing, repairing and sealing of all stonework
- b-Pointing of all brickwork
- c-Painting and caulking of all window frames, sashes, doors and entrance ways
- d-Painting of all exposed metal

Re-roofing of Hudson Hall  
Re-building of brickwork for boilers at heating plant to exclude rebuilding of fire walls and fire boxes of the three boilers

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#### REPORT ON WAGES PAID TO DINING HALL EMPLOYEES

A report concerning the salaries paid to the dining hall employees as compared to salaries paid at selected colleges was presented to the Board as requested at the February meeting. A copy of the report is attached. The report was accepted and the adjustment in salaries made on the October payroll by the president was considered to stand for the current year.

#### RESIGNATION OF KARL MEYER

The resignation of Karl Meyere, fireman, effective March 31, 1954, was accepted.

#### PROMOTION OF VANDEBERG

The promotion of Loyd W. VandeBerg from assistant professor to associate professor at a salary of \$5100 for ten months, effective at the time of his re-appointment September 1, 1954, was approved.

#### GRADUATE FEE

The enrollment fee for graduate students was increased from \$33 to \$34 per quarter, the additional one dollar to be applied to the testing program and to be effective September 1, 1954.

#### FACULTY SEPARATION

In view of the policy of reducing the staff, the following personnel will be separated as of the end of the academic year, June 30, 1954:

Paul N. Woolf, Professor of Economics  
Frances Hyde, Assistant Professor of Business  
Education  
Zygmunt Gasiorowski, Assistant Professor of  
History  
Chandler Washburne, Assistant Professor of  
Sociology  
Louis Trimble, Instructor in Spanish  
Wesley Hunner, Assistant Professor of English

#### TERMINATION OF SERVICES

The Board instructed that the following persons who at present are on leave of absence be notified that their connection with the college is being terminated as of the end of the spring quarter:



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A. P. Ludwig  
Roger W. Chapman  
E. L. Chalberg  
Dorothy Crunk  
Forrest Sloan  
Clayton M. Shaw  
T. Earl Tilley  
Marilyn Beach

#### ELECTION OF PRESIDENT

Mr. Gonser moved and Mrs. Laughbon seconded the motion that Dr. Don S. Patterson, of the Office of Education, Washington, D. C., be elected president of Eastern Washington College of Education, with the designation of president-elect and special assistant to the Board of Trustees beginning July 15, 1954, to become president on September 1, 1954, at a salary of \$11,250 for twelve months, and that he be granted the use of the president's home on the campus and be required to live there.

#### RESOLUTION OF APPRECIATION

The Board directed that resolutions of appreciation be presented to Dr. Mosher, to the members of the Professional Advisory Committee, and to the members of the Faculty Committee on Code and Policies. Copies of these resolutions are attached.

#### ADJOURNED

The meeting adjourned at 1:30 p.m., subject to call by the president

#### APPROVED

J. Harold Anderson  
J. Harold Anderson, Chairman

W. W. Force  
W. W. Force, Secretary



Eastern Washington College of Education

INTRA-COLLEGE MEMORANDUM

FROM: M. H. Surbeck, Director of Physical Plant

TO: Dr. Raymond M. Mosher, President

DATE: February 18, 1954 RE:

Subject: Authorization Request for Maintenance, Repairs and Replacement Planning

Request authority for:

1---Complete outside renovation of Showalter Hall including

a--Pointing, repairing and sealing of all stone work.

b--Pointing of all brick work

c--Painting and caulking all window frames, sashes, doors and entrance ways.

d--Painting of all exposed metal.

Estimated cost

\$16,000.00

2\*---Reroof Hudson Hall

Estimated cost

\$5,000.00\*

3---Construct and equip additional kitchen area-President's Residence and alter existing dining area.

Estimated cost

\$6,000.00

4---Request additional monies (\$2,500) for IBM clock and bell system bringing the total cost to (\$7,500 was previously authorized, but electrical problems through transformers and capacitors on campus require additional equipment increasing the cost \$2,500).

\$10,000.00

5---Rebuilding of brick work for boilers at Heating Plant to exclude rebuilding of fire walls and fire boxes of the three boilers.

Estimated cost

\$5,000.00

6---Purchase of Keyless Lock mail boxes for Post Office facilities for Showalter Hall

Estimated cost

\$1,500.00

2\* After spring inspection of all roofs on campus buildings there will be additional cost for repairs above \$5000

7---Install glaze tile in all areas of kitchen (entranceways hallways, stockroom areas, serving areas, walk-in refrigerator, kitchen proper) estimated cost - - - - - \$10,500  
(Mr. Surbeck recommends tile for those areas underscored, which would cost about half of amount estimated for all areas)

Submitted by M. H. Surbeck, Superintendent of Physical Plant  
Authorization Request for Maintenance, Repairs and Replacement  
Program:

1- Complete outside renovation of Showalter Hall including	
a-Pointing, repairing and sealing of all stone work	
b-Pointing of all brick work	
c-Painting and caulking all window frames, sashes, doors and entrance ways	
d-Painting of all exposed metal	
Estimated cost - - - - -	\$16,000
2--Reroofing Hudson Hall	
Estimated cost - - - - -	5,000
Additional cost of all roofing repairs after spring inspection	
Estimated cost - - - - -	5,000
3--Construction and equipping of additional kitchen area and alteration of existing dining area- President's home	
Estimated cost - - - - -	6,000
4--Additional cost for installation of IBM clock system (\$7,500 previously authorized)	
Estimated cost - - - - -	2,500
(electrical problems through transformers and capacitators require additional equipment)	
5--Rebuilding of brick work for boilers at heating plant to exclude rebuilding of fire walls and fire boxes of the three boilers	
Estimated cost - - - - -	5,000
6--Purchase of keyless lock mail boxes for Post Office facilities for Showalter Hall	
Estimated cost - - - - -	1,500
7--Installation of glaze tile in entranceways, hallways, stockroom areas, serving areas, walk-in refrigerator, kitchen proper in the dining hall	
Estimated cost - - - - -	10,500
TOTAL - - - - -	51,500